Please read the syllabus carefully. This document outlines most of the rules and guidelines that we expect you (and the teaching team) to follow throughout the semester.

**COURSE DESCRIPTION**

This course is developed as an introduction to sentence structure of English. The goal of this course is to enable students to learn the linguistic tools for analyzing grammar. We will be focusing on English grammar, but the principles you learn can be applied to any language; please bear in mind that the primary motive of this course is not to improve your English writing or speaking but rather to investigate a number of grammatical structures in Standard English as well as variation across dialects.

**LEARNING OUTCOMES**

By the end of this course, students will learn the fundamentals of English grammar and develop further understanding of the English language. The skills that you will develop in this course are applicable to a variety of languages and will help you become a critical thinker. It is important to know that English grammar is not a rigid structure as it changes over time due to the influence of its speakers. The purpose of this course is to help students recognize their role as active participants.
in this development and to feel that they are not restricted in their ability to use language. The materials of this course can benefit students from a variety of disciplines such as teaching English to non-native speakers, language analysis in various majors including but not limited to speech therapy, computer science, and language studies in general.

COURSE MATERIALS

QUERCUS

Handouts, assignments and announcements will be posted, as .pdf and .ppt files on the course Webpage, which is accessible at https://q.utoronto.ca using your UTORid and password. If you have difficulty accessing Canvas or have any other technical issues with the system, please contact Kate (kate.prigaro@mail.utoronto.ca) as soon as possible.

TOPHAT

We will be using the custom-built interactive textbook ‘Introduction to Linguistics’ within Top Hat for this class. This means that there will be NO paper textbook for this course, and you will get access to an eBook by purchasing a code. An email invitation will be sent to you by email, but if don’t receive this email, you can register by simply visiting our course website:

Note: our Course Join Code is [REDACTED].

You can visit the Top Hat Overview (https://success.tophat.com/s/article/Student-Top-Hat-Overview-and-Getting-Started-Guide) within the Top Hat Success Center which outlines how you will register for a Top Hat account, as well as providing a brief overview to get you up and running on the system. Top Hat may require a paid subscription and a full breakdown of all subscription options available can be found here: www.tophat.com/pricing.

Don’t worry if you don’t see any content in the course right away, I will make it available to you as we progress through the semester. Should you require assistance with Top Hat at any time, due to the fact that they require specific user information to troubleshoot these issues, please contact their Support Team directly by way of email (support@tophat.com), the in-app support button, or by calling 1-888-663-549.
EMAIL POLICIES

If you cannot attend the scheduled office hours, contact me to arrange another time. Please understand that there are many students in this course, which means I may be physically unable to get back to all of you on the same day. I will do my best to answer your email messages promptly. Generally, **give us up to 48 hours (excluding the weekends) to respond** to your inquiries. This means that if you need help you should plan accordingly. If you do not hear back from me after 48 hours, please resend the email and make sure it complies with the rules outlined below.

Please **email me from your University of Toronto email address** (@mail.utoronto.ca, @utoronto.ca, etc.) and **put 'LINB18' in the subject line**. If you do not use your UTOR email or do not include the course code in the subject line, the email may be filtered out (i.e. we will not see it and therefore will not be able to respond).

Please start your emails with an appropriate greeting such as “Hello/Dear Prof. Moghaddam”. Please take the time to learn our names; you should know the name of your instructor and the TA. **Please avoid the use slang or otherwise inappropriate language when composing your emails. Please sign your emails; always include your full name and student number.**

Please **attend the scheduled office hours if you have a content question**. If you do choose to email us about content, you will be asked to attend our office hours or schedule an appointment. **You are also encouraged to ask your questions on the Discussion Board.** We will try our best to respond to your questions within 48 hours.

The syllabus is your guide to a successful and a relatively stress-free semester. Please make sure you have read and understood the contents of this document. For any clarifications, do email us as soon as possible and if your question is answered in the syllabus, we reserve the right to refer you back to the document.
EVALUATIONS

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<th>Evaluation</th>
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<th>Total Weight</th>
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</tr>
<tr>
<td>Submitting Weekly Practice Exercises</td>
<td>11 weeks X 1%</td>
<td>11%</td>
</tr>
<tr>
<td>Top Hat Homework (details to be posted)</td>
<td>11 chapters X 1%</td>
<td>11%</td>
</tr>
<tr>
<td>Online Quizzes (X4)</td>
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<tr>
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PARTICIPATION

A separate document will be posted outlining the online participation, and what counts as active participation.

TOPHAT HOMEWORK

You will be assigned weekly readings on the Top Hat platform which will include in-text questions that you need to complete in order to receive 11% of your total grade. You will have to complete each reading within the assigned timeframe in order to receive your credit. After the deadline to complete the reading, you will be able to access the text for review. The Top Hat eBook will provide you with an outline of all the concepts taught in LINB18, as well as give you a chance to practice and apply the skills you have acquired. More details will be posted on the course website once you access your eBook.

ONLINE QUIZZES

There will be four (4) online quizzes assigned throughout the semester. These quizzes are designed to gauge your ability to apply and analyze basic concepts of the course. The material that the quizzes are based on will be determined and announced a week before each quiz. Quizzes will be completed through Quercus, and we will send you reminders on when and how you will be able to access these quizzes on Quercus. The quizzes will be timed – approximately 30 minutes in duration. Each quiz consists of 20 Multiple-Choice and True/False type questions. You must complete each quiz in one sitting so plan accordingly. This means that you will not be able to save and finish it at a later time. Each quiz will test you on previously covered topics and may or may not be cumulative. You will receive feedback for each quiz right after the due date.
The quizzes will be posted on Friday noon and will be open until Monday midnight. **It is your responsibility to ensure that you have stable internet connection as well as a charged laptop/well functioning desktop PC.** While we encourage the use of the mobile Canvas (Quercus) app, **DO NOT** use your phone/tablet when attempting your quizzes. We cannot guarantee that the materials will be presented the way they were intended to be. Unless there is a major problem with Quercus/other technical issues affecting majority of the class, we will not be accepting requests to re-do the quizzes.

If you ever do encounter technical difficulties with any of our online modes of assessment, please contact us immediately. **Make sure to take screen-shots** of your screen in order to document the exact nature of the problem. Vague, undocumented problems such as “my laptop battery ran out” will not be accepted. If you suspect that you may encounter technical difficulties while using your personal computer, please take the time to access the computer labs located on the 4th floor of Bladen Wing (BV) as well as the UTSC library.

**ASSIGNMENTS**

There will be a total of three (3) assignments each worth 7% throughout the term. The assignments will be available to you through Quercus, and you will be required to complete them and submit them online. Assignments **CANNOT** be completed with other students in the course unless specified. Copying someone else's work, with or without their permission is considered an academic offence. It is also an offence to allow someone else to copy your work. Assignments will be posted on the website one week before they are due. Late homework will **NOT** be accepted and will be assigned a zero unless you have a documented (e.g. medical) reason for not submitting it on time. In this case, you will need to contact the instructor to make arrangements for you to submit your homework.

**LATE SUBMISSIONS AND EXTENSIONS**

By taking this course you agree to follow the schedule and the evaluation scheme provided by the instructor. To help this course run smoothly, we **DO NOT accept any late submissions.** If you miss a certain part of the course, you will receive a grade of zero. In some circumstances (**documented** illness, death, or other emergency), you may be able to request your grade weight to be transferred to the final exam. We advise you to be very careful when requesting weight transfers as the final exam grades tend to be the lowest. You do not want to end up writing a final exam that is worth 60% of your final grade.

Please do not email us for reasons that are not medical (or are otherwise not emergency situations). We will not respond to emails asking for extensions due to planned vacations, etc. – in such cases you should be completing and submitting work ahead of schedule. Generally, we do not provide extensions as you are expected to anticipate any additional work load you take on outside of school.
FINAL EXAM

The final exam will be cumulative. If you miss the final exam, you may submit a petition for a deferred exam through the Registrar’s Office. In this case, you must contact the UTSC Registrar directly.

REGRADING POLICY

If you think either your assignment or quizzes need reassessment (either an error in grading or an addition error), you must complete the Regrading Request Form (available on Quercus) and attach the completed form to the assessment that needs to be regraded. If you do not submit a Regrading Request Form, your TA will not be able to accept your work for reassessment. Your work will be re-evaluated by the instructor and your TA. You must submit regrading requests for assignments and quizzes no later than 2 weeks after receiving the assignment or quizzes.

OTHER TIPS

PERSONAL INTEGRITY

As a teaching team, we take our responsibilities very seriously. We want to provide you with the best possible education and equip you with tools and skills that will aid you throughout your university career (and later in life). A part of this commitment revolves around fair and unbiased treatment of every student. Thus, we ask you to respect the following values we work by: we have tried our best to lay out the fundamentals of what is expected of you in this course, and as such please do not ask for any kind of special treatment that we would not provide to the rest of the class. All of you are here to learn; it would be unfair and disrespectful to the rest of the class to ask for marks that you did not earn.

That being said, we are human, and we do make mistakes. If you do firmly believe that you lost marks that you had earned through hard work, you should submit a regrading form.

THE WRITING CENTER

The staff at the Writing Centre at UTSC are always available to help students improve their writing skills in all disciplines. Their program includes writing groups, writing workshops, one to-one tutoring, and both print and online resources. For information, resources, and to sign up for individualized feedback: https://www.utsc.utoronto.ca/twc/
ACCESSIBILITY ACCOMMODATIONS

The University provides academic accommodations for students with disabilities in accordance with the terms of the Ontario Human Rights Code. This occurs through a collaborative process that acknowledges a collective obligation to develop an accessible learning environment that both meets the needs of students and preserves the essential academic requirements of the University's courses and programs. For more information on services and resources available to instructors and students, please visit http://www.utsc.utoronto.ca/~ability/.

ACADEMIC INTEGRITY

Academic integrity is essential to the pursuit of learning and scholarship in a university, and to ensuring that a degree from the University of Toronto is a strong signal of each student’s individual academic achievement. As a result, the University treats cases of cheating and plagiarism very seriously. The University of Toronto’s Code of Behaviour on Academic Matters (http://www.governingcouncil.utoronto.ca/Assets/Governing+Council+Digital+Assets/Policies/PDF/ppjun011995.pdf) outlines the behaviours that constitute academic dishonesty and the processes for addressing academic offences. It is expected that all students adhere to these guidelines. For additional information and workshops on Academic Matters see the Academic Advising and Career Centre at https://www.utsc.utoronto.ca/aacc/academic-integrity.